



**City Council
Regular Meeting
Tuesday, July 18, 2006
7:00 P.M.**

The regularly scheduled meeting of the Trinity City Council was held on Tuesday, July 18, 2006 at the Trinity Memorial United Methodist Church.

MEMBERS PRESENT: Mayor Frances Andrews, Council members Karen Bridges, Phil Brown, Barbara Ewings, Bob Labonte, Barry Lambeth, Dwight Meredith, Edith Reddick, and Miles Talbert.

MEMBERS ABSENT: None

OTHERS PRESENT: City Manager Ann Bailie; City Attorney, Bob Wilhoit; City Planning/Zoning Administrator, Adam Stumb; City Clerk/FO, Debbie Hinson; City Engineer Randy McNeill; Members of the Press; and other interested parties.

Call to Order

Mayor Andrews called the July 18, 2006 Regular Meeting of the Trinity City Council to order at 7:02 pm.

Pledge of Allegiance

Mayor Andrews led the Pledge of Allegiance.

Invocation

The invocation was given by Council member Lambeth.

Welcome Guest and Visitors

Mayor Andrews welcomed and thanked all persons in attendance and for their interest in the City.

Public Concerns and Commendations

Richard McNabb, 7218 Chapsworth- Thanked Council for the sheriff protection and felt this service will be worth the costs to the City.

Mr. McNabb discussed several City Streets that need repair citing potholes on Chapsworth, Foxchase, and Bridlewood. He also discussed the number of streets in the Steeplegate Subdivision that had several bad cracks and the need to repair these streets prior to further damage that would be caused by bad weather such as snow. It was his opinion that it would be less expensive to make repairs now than to wait and be forced to pay more expense for the same repairs

Opening Comments from Members of Council

Council member Reddick advised Mayor, Council, and audience members that Ms. Lona Peace turned 101 years old today.

Mayor Andrews reminded all present that next week on Thursday Night will be Trinity Night at the Hi-Toms Baseball Game. The cost is \$6.00 per person and also included one (1) hot dog and one (1) soda. If you are interested in going please sign in on the sign up sheet in the back and pick up your slip to take with you to the game.

Reports

1. Report and demonstration of new CD marketing the Archdale-Trinity area. (Beverly Nelson, President, Archdale-Trinity Chamber of Commerce)

Mayor Andrews opened this item and turned discussion over to Ms. Nelson.

Ms. Nelson discussed her first approach to Council in 2004 with an idea to do some materials to be used in attracting businesses to Trinity. The kind that citizens say they want which is shopping and retail. The partnership created by the City of Archdale, City of Trinity, Randolph County Economic Development Corporation, and Duke Energy determined

that we would produce a promotional CD and a series of post cards as part of the campaign to attract retail and commercial development to Archdale and Trinity.

Ms. Nelson presented the CD and post cards to Council after discussing what was included on each one and how it fit into the campaign as well as the strategy used to identify retail and commercial business that fit the needs expressed by citizens. She advised Council the goal was to raise awareness on where and who we are and our interest in them.

When the user connects to the internet the CD immediately launches our website. It is there that we will maintain demographics the developer would want to access. This is the one piece of the project that is still in production. Our site is being completely redesigned to make it more user friendly for developers. The Piedmont Triad Partnership is supplying current demographics so we will have up to date information.

After showing the CD, Ms. Nelson thanked Council for their support in this project.

Consent Agenda

All items on the Consent Agenda are considered routine and will be enacted by one motion without discussion. If a City Council member requests discussion of an item, the item will be removed from the Consent Agenda and considered separately.

2. Consideration of minutes: June 13, 2006 Pre-agenda Meeting
3. Consideration of minutes: June 20, 2006 Regular City Council Meeting
4. Budget Amendment for Sewer Phase 1 (no additional City funds)
5. Change Order for Sewer Phase 1 (Sherwood Forest) in the amount of \$3,620
6. Change Order for Colonial Heights Sewer Project in the amount of \$14,635.

Mayor Andrews called for changes or discussion for the Consent Agenda.

Council member Reddick asked that Number 5 be removed from the Consent Agenda. It was the consensus of Council that this item be removed from the consent Agenda.

Mayor Andrews called for a motion to accept the amended Consent Agenda with item number 5 removed.

Motion by Council member Ewings to accept the amended Consent Agenda, seconded by Council member Reddick and approved unanimously by all Council members present.

5. Change Order for Sewer Phase 1 (Sherwood Forest) in the amount of \$3,620

At this time Council member Reddick discussed the reason for a \$12.00 difference on Change Order number 5 with Mr. McNeill.

Mr. McNeill advised Council the difference was due to a math error and the amount of change order stays the same but the net contract amount is a little less. This error has been corrected and provided to the Manager for signatures.

Mr. McNeill discussed with Council the bid process. When bids are awarded for sewer projects there is an amount associated with this project. We reward the contract for the estimated quantities and the unit price of each item. For example if the City were installing 10 feet of sewer line @ \$10.00 per foot, that means that we are awarding a contract for \$100.00. If the City only installs 9 feet we multiply 9 times the actual price and only pay the contractor \$90.00. If the contractor puts in 12 feet the City would pay \$120.00. The total amount of the contract for these projects serves more as a Budget Tool to keep Council informed on your financial debt as the project proceeds and allows us to see on bid day what the totals of all of the units are. On the Colonial Heights Project it appears that we may be \$40,000 to \$50,000 under the contract amount. This is due to the erosion control features, and items set up for bar materials that we did not use. The Unit Price gives the City the best option and means the City pays for what you actually get. Even though you award contracts at a set amount the City is really awarding 100 items at the cost per item. Our last action on the contract is called a final adjusting change order and it compares the initial quantities with the actual quantities required and which costs are over as well as the costs that are under the contract prices. This is the process currently used for bidding the process and we believe this is the best way to bid the project.

Motion by Council member Reddick to accept this as per change per plan, seconded by Council member Lambeth and approved unanimously by all Council members present.

Unfinished Business

None

New Business

7. Agreement With Guil-Rand to Provide Fire Inspections

Manager Bailie advised Council there were no changes in the proposal from last year and that she had received a copy of all inspections performed inside the city.

Motion by Council member Reddick to approve the Agreement, seconded by Council member Ewings and approved unanimously by all Council members present.

8. Agreement With Randolph County Sheriff's Office to Provide Law Enforcement Services

Manager Bailie discussed the original proposal and the changes that Attorney Wilhoit had made. She advised Council that staff was still working of the Insurance portion of this contract. Manager Bailie advised Council that she was asking them to approve the negotiations to continue on this contract.

Attorney Wilhoit, discussed information that he had received concerning the off-duty officer and the proper classification of an independent contractor for the City of Trinity verses an employee of the City of Trinity. Staff wants to make sure that the deputy is covered by the County and is not classified as an employee but an independent contractor.

Attorney Wilhoit discussed prior conversations concerning the city being allowed to purchase the officers car at the end of the lease. In the current proposal the Sheriff is providing the vehicle and maintenance with no cost to the city except in conjunction of the part time officer. It was Attorney Wilhoit's suggestion that the City not require the option to purchase surplus vehicles at the end of the lease.

After further discussion concerning the issues that needed to be resolved, ***Council member Bridges made a motion to table this item until the August Meeting that would allow time for staff to resolve the insurance issues and other items addressed, seconded by Council member Ewings, and approved unanimously by all Council members present.***

9. Annexation Fees

Manager Bailie discussed earlier conversations concerning this topic and the discomfort among some of the residents in annexing someone who has not been paying their taxes. Staff is suggesting two (2) Annexation related fees.

1. Administrative Fee of \$300.00: This fee would cover notification, staff time, recording fees, and other similar items.
2. Tax Value Fee : This fee would be comparable to ten (10) years of Trinity property taxes.

She discussed the summary sheet that indicated what some other jurisdictions charged for these fees. This indicates that there is no standard for annexation fees and seems to be based on what the jurisdiction wants to do and what their motivation is for annexation.

Manager Bailie was asked what the exclusion of farm deferred and other exempt values meant. . The Tax Value Fee provides for the property owner to pay what is comparable to ten (10) years of property tax. If a resident has what has been classified as a Bonafide Farm or other exempt properties, the County backs this out of the valuation of the property. If you look this up on tax records, it will show the value of the land plus the home in one category and the evaluation that is exempted. What I propose is that we also allow this exemption when calculating the tax value fee.

There was discussion concerning whether this option should be offered by the City. Manager Bailie advised Council it was their decision what they wanted to do concerning fees. There was further discussion concerning the taxes and Manager Bailie advised Council that it was her understanding that properties annexed into the city that were classified as bonafide farms and exempt from city taxes could keep this status until the property was developed. There was discussion concerning the amount of fees and if they would differ from a small tract to a large tract. Manager Bailie advised Council the Administration Fee would be the same, however, the tax value fee would change because the tax value of a much smaller parcel is likely to be less than that of a larger tract.

Council members and Manager Bailie discussed the Administrative Fee of \$300.00 and if this amount would be sufficient to cover all costs even on a large tract of property. Manager Bailie advised members that she felt this would

cover the Administrative Costs. There would be a Rezoning Fee in addition to the Administrative Fee. If Council decides not to annex after the fees have been paid the City would reimburse the owner for the value fees but not for the \$300.00 Annexation Fee.

Motion by Council member Bridges to approve the annexation fees as presented.

Prior to the second, there was further discussion concerning the amount a property owner be required to pay if annexation was requested. ***After discussion, Council member Lambeth seconded the motion made by Council member Bridges. The motion and second were approved unanimously by all Council members present.***

10. Wastewater Projects Update (Randy McNeill, Davis-Martin-Powell & Assoc.)

Mr. McNeill reviewed the Projects Update Report with Council. During the review he discussed the detail now included in the Phase 2 Project. He discussed his meeting with NCDOT last week to try to satisfy their concerns about the location of the sewer lines in relation to their roads. They are demanding that we make some changes that will add some more easements to be acquired by the attorney and the right of way agent. Other than that I believe that the Phase 2 Project is going well.

All of the sewer mains and sewer services have been installed. All of the driveways have been replaced. The contractor is still restoring yards and is still working on the complete testing of the force main in order to put the system in operation. We hope to get this in operation within one (1) to two (2) weeks and accept the sewer lines. We are currently developing a punch list for the contractor. We will probably have difficulty getting the yards in shape by the deadline. We will plant the seed in the fall and spring and hopefully will have everyone's yard back to their original state.

The Darr Road Project is under way and the contractor has cleared some right of way and started construction in this area. They started this project down at the end of the Darr Road Extension.

Council member Reddick discussed the change orders received on these projects and asked if it were possible for the City to acquire all easements prior to bidding the project. Mr. McNeill advised Council members that it was the goal to accomplish all easements prior to bidding however, it is a timing issue. We must complete all of the surveying and the Attorney must complete all of the research and verify that who the City is seeking the easement from is the property owner and then the right of way agent must contact all of these persons. The goal would be to acquire all easements prior to beginning the project.

Council member Meredith and Mr. McNeill discussed the change orders requested by NCDOT. Mr. McNeill advised Council that NCDOT had been in possession of the plans for several months. He discussed with Council the original changes that were requested by NCDOT as well as the additional request by NCDOT. They had asked us to move 30 of the 150 manholes, and I believe we have been able to work this out to 15. NCDOT wants the sewer line behind the ditch. We try to negotiate with NCDOT to keep the sewer lines somewhere in our right of way so that we will not disturb the resident's yard.

Business and Closing Comments from Mayor and Council

Comments from Mayor Andrews

Mayor Andrews discussed the copy of a Hospice letter placed at their place. They are asking all elected officials and staff to complete and mail a letter similar to this sample on city letterhead of support for a Hospice Center in Randolph County.

Comments from Council

Safety Committee

Council member Reddick discussed setting up guidelines for citizens to apply and volunteer for the Safety Committee.

It was the consensus of Council for Council member Reddick and Manager Bailie and to continue their work on this committee.

Facility Rental

Council member Labonte discussed the possibility of the Labonte Shop becoming available for rental. He advised Council that this may be a possibility if they would like to wait on making a decision on the other building that they had looked at earlier.

After a brief discussion, it was the consensus that the City wait to rent the building looked at earlier. If the Labonte building became available the City would not have to spend money for bathrooms or to place air conditioning in the building.

Business from City Manager

Economic Dev. Workshop

This workshop will be held in Burlington on August 29, 2006. She asked that anyone who wished to attend fill out the information at their place and turn in to City staff in order to be registered for this class and fees paid.

Weekly Situation Summary

Manager Bailie discussed the Weekly Situation Summary placed at Council's place. This is a summary provided by Randolph County that discusses all the events that are going on in the county from road closures, weather, and emergency operations. This is available by e-mail.

City of Archdale

Manager Bailie advised Council that she had spoken with City of Archdale about receiving statistics for our Animal Control Officer. They have provided me with the calls from last year and they will be providing this information in the future on a monthly basis. She advised Council that she had other items that she was working on and would provide any information needed to Council.

Cold Brook Court

Manager Bailie advised Council that the City had received the deed to Cold Brook Court and would proceed on this project.

NCDOT

Manager Bailie discussed a meeting with NCDOT and the discussion that took place concerning the possibility of taking over roads in some subdivisions. We had discussed this approximately 2 years ago with Mr. Picklesimer concerning this same subject. We discussed this with Mr. Jesse Knight and Sam Whittington and they seemed interested in this possibility. We will pursue this possibility with them.

Possible Student Project

Manager Bailie advised Council that Mr. Paul Kron, the facilitator of our Land Use Development Plan Committee Meetings will be teaching a Senior Design Class this fall at A & T. He wants the students to do at least one (1) hands-on project. He is considering having the class do master plans for uptown Lexington, or possibly a Master Plan for the development of our City Property or Old Town or New Town. This would be no cost to the City and would be a student's project. Manager Bailie asked Council if this was something they would be interested in pursuing.

After discussion, *it was the consensus of Council for Manager Bailie to proceed.*

Improvements to the Walkway (Front of City Hall)

Manager Bailie discussed the difficulty that staff had experienced getting from the parking lot to the front door while improvements had been made to the back porch at City Hall. She discussed the possibility of doing a sidewalk down the side of the driveway to get to the pavers and possibly a sidewalk all the way to the front porch.

Council member Talbert proposed that the sidewalk be rerouted down the front of the house as opposed to going out in the front. There is no place to park to get on the sidewalk.

There was discussion among Council members concerning the possibility of moving the sidewalk and moving the handrail. After discussion, Manager Bailie advised Council that she would look into this and get back to Council.

Comments from Mr. McNeill

Mr. McNeill discussed the letters concerning the Cold Brook area and advised Council that it may be a good idea while doing work at Cold Brook Court that the City take over the roads in the Stones Throw Subdivision and make any miscellaneous improvements needed; also if there are minor improvements needed in Steeplegate, to identify them in an effort to take care of these areas late this fall.

Adjournment

With no further business to discuss, *Council member Ewings made a motion to adjourn the July 18, 2006 Regular City Council Meeting, seconded by Council member Meredith and approved unanimously by all Council members present.*

These minutes were approved by the Trinity City Council at their Regular Meeting on Tuesday, August 08, 2006 listed under the Consent Agenda upon motion by Council member Ewings to accept the Consent Agenda, seconded by Council member Talbert and approved unanimously by all Council members present.

Fran Andrews, Mayor

Date

Debbie Hinson, City Clerk

Date